

**MEETING OF THE NATRONA COUNTY  
PUBLIC LIBRARY BOARD  
MAY 12, 2015**

*The meeting was called to order at 5:00 pm by President Melanie Booth*

**MEMBERS PRESENT:**     *Melanie Booth, Hampton O'Neill,  
Shannon Dutcher, Kyle True*

**MEMBER ABSENT:**     *Kate Sarosy*

**ALSO PRESENT:**     *John Lawson, Natrona County Commissioner  
Craig Collins, City of Casper  
Bill Nelson, Director  
Kate Mutch, Public Services Librarian  
Greta Lehnerz, Business Manager  
Matt Farnsworth, Patron Technology Specialist  
Beth Worthen, NCPL Foundation  
Tim Schenk, GSG Architecture*

**APPROVAL OF AGENDA**

*It was moved to approve the agenda. (Dutcher/True); motion carried.*

**PUBLIC COMMENTS**

*None*

**DISPOSITION OF MINUTES FROM THE APRIL 14, 2015 MEETING**

*It was moved to approve and file the minutes for the April 14, 2015 meeting.  
(True/Dutcher); motion carried.*

**FINANCIAL REPORT**

*It was moved to approve the Financial Report and pay bills for April, 2015.  
(True/O'Neil); motion carried.*

**STAFF REPORT**

*Matt Farnsworth reported on his new and very popular position as Patron Technology Specialist. Since March when the position was created he has helped 568 patrons. Matt has helped patrons set up new devices, has taught 10 classes in the Tech Center, and has had requests from local business for training.*

**COMMISSIONER'S REPORT**

*John Lawson reported the City Council signed a resolution to establish a joint committee to study "challenges facing the library." Chairman Chadwick signed the agreement. The BOCC Chair and Vice Chair are on the committee along with 4 City Council members.*

**DIRECTORS REPORT**

*The NCPL FY16 Budget Hearing with the BOCC is set for 3:15pm on Wednesday, June 3. Kyle True and Shannon Dutcher plan to attend.*

*All One Cent #14 funds will be expended by June 30.*

*The Casper College Library collection will be unavailable May 15 to August 17 for a conversion from Dewey Decimal to Library of Congress.*

*Wyoming Reads will be held May 19 at 11am. Over 1,100 first graders are expected to attend.*

*A Technology Training Committee has been formed to recommend ongoing training for staff.*

*The Edgerton Open House hosted by the Friends of the Library was a success. A replacement tree will be planted and the outside of the building painted to complete the renovation.*

*The checkout area remodel is complete except for a few punch list items. The remodel was made to demonstrate increased staffing efficiency using RFID technology.*

*A roof drain on the northwest corner of the building is no longer working. A leak has appeared in the atrium and asbestos is peeling from the ceiling. A roofer and plumber have been contacted but no solution has been identified.*

*Eagle Bronze Foundry has removed Prometheus for repairs. BME Powder Coating of Casper will provide the powder coating after Eagle Bronze Foundry as completed its repairs.*

#### **FRIENDS OF THE LIBRARY**

*Kyle True or Hampton O'Neill will attend the May 20 Friends Board meeting if Kate Sarosy is not available.*

#### **FOUNDATION REPORT**

*Beth Worthen reported the Foundation is working on end of year items and drafting a budget for FY16. The Foundation signed a 'Statement on Collaboration with the Natrona County Public Library Board of Trustees.' A copy was included in the board packet. The Foundation is continuing to work with Converse County to develop an Endowment Challenge partnership. Melanie Booth will attend the May 19 Foundation Board meeting.*

#### **OLD BUSINESS**

*The Remediation Planning Study completed last month has been amended at the Library Board's request. Tim Schenk, with GSG Architecture, completed a study of the elevator and reported it is not ADA compliant. The cost to add an ADA compliant elevator would be approximately \$400,000.*

*The President asked the Director to be thinking of items the staff considers non-negotiable for a new library. She asked that he bring their ideas to the June Board meeting.*

*The Director spoke with the Fire Inspector about other safety measures the Library could take. The Fire Inspector recommended 1) no smoking in or around the library, which is already in place, and 2) that exits not be blocked.*

*The Director was approached by 2 local organizations who would like to partner with the library in a new building. He redirected them to elected officials per instructions from the Board President.*

*The Director informed the Board of a LLAMA preconference on library space planning that will be held in San Francisco on June 26. He asked if any Board members were interested in attending. None committed.*

#### **NEW BUSINESS**

*The Board discussed a draft Community Service Agreement concerning court ordered community service. It was moved to approve subject to the County Attorney's approval of a final agreement. (O'Neill/Dutcher); motion carried.*

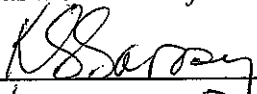
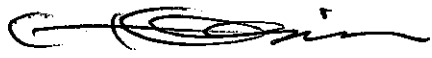
*The Board agreed to hold their June Board meeting on June 1 at 5:00pm in the Board Room of the Library.*

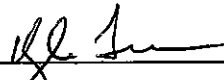

#### **EXECUTIVE SESSION**

*The Board went into Executive Session at 6:04 pm to discuss personnel. (Dutcher/O'Neill); motion carried. The Board came out of Executive Session at 6:59pm. (Dutcher/O'Neill); motion carried.*

#### **ADJOURNMENT**

*It was moved to adjourn the meeting at 7:05pm. (Dutcher /O'Neill); motion carried.*

  
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*Shannon Dutcher*  
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